

COUNCIL PROCEEDINGS

Special Meeting

September 9, 2014

6:00 p.m.

A Work Session meeting of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday the 9th day of September 2014, in the 2nd floor Community Room at City Hall, pursuant to due notice and call. The Presiding Officer called the meeting to order and upon roll call the following were found to be present:

Council Members present: Tim Carsrud, Louise Carter-King, Ted Jerred, Robin Kuntz, Kevin McGrath, and Mayor John Opseth.

Council Member absent: Forrest Rothleutner.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Pam Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Community Development; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Brent Wasson, Lieutenant; Levi Jensen, Utilities Project Manager; Diane Monahan, Water Services Manager; Joe Lunne, Public Information Officer; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilman McGrath extended his gratitude to the police department for their speedy response to the recent motel fire.

Councilman Kuntz thanked Council and staff for their thoughts and prayers for him and his family with the recent loss of his son-in-law.

Wyoming Literacy Program MOU Discussion

City Administrator Napier explained that the City is entering into a relationship with the Family Literacy Program. The Program is housed in the old Lakeview School building which is the property of the City. Therefore, two action items are on the agenda for Council's consideration with regard to a grant application, as well as an MOU. Mayor Opseth asked if there is a cost to the City that is associated with this program. Finance Director Pitlick explained that there is no cost to the City, that the City could actually receive revenue.

Action Items

It was moved by Councilwoman Carter-King and seconded by Councilman Carsrud to approve a grant application to the Wyoming Community College Commission for the Family Literacy Program on behalf of Wyoming Family Literacy. Mayor Opseth asked for discussion. There was none. Roll was called on the motion with the following results. Council Members voting aye: Carsrud, Carter-King, Jerred, Kuntz, McGrath, and Mayor Opseth. The Presiding Officer declared the motion carried.

It was moved by Councilman McGrath and seconded by Councilman Jerred to approve a Memorandum of Understanding between the City of Gillette, Wyoming, and Wyoming Family Literacy. Mayor Opseth asked for discussion. There was none. Roll was called on the motion with the following results. Council Members voting aye: Carter-King, Jerred, Kuntz, McGrath, Carsrud, and Mayor Opseth. The Presiding Officer declared the motion carried.

Madison Update

Utilities Project Manager Jensen gave an update on various upcoming phases of the Madison project. Water Services Manager Monahan then updated the Council on operational impacts relating to planned shut downs, tie-ins and interconnections of the Madison Pipeline. She explained that there will be a 90 day planned shut-down which will increase the fluoride levels. She went on to explain the maximum contaminate level and stated that the maximum level of fluorides will not exceed the 4.0 level; however, the 2.0 level will be exceeded during the 90 day shut-down. Staff will keep Council updated during this period of time.

Water Service Agreements

Utilities Director Glover updated the Council on the water service agreements. Discussion of consumption and base rates took place. Revisions to water service agreements have been made and rate recommendations will be presented at the City/County/Town of Wright Meeting on October 7th. The information will be presented to the water districts to see if they are interested, and what level of service they are seeking. Councilman McGrath reported that he received a call from one of the districts with a list of questions. Utilities Director Glover stated that he received the same and there was a meeting with the district's representatives who provided comments to the first draft of the water services agreement. The comments have been taken into consideration and some revisions have been made to the water service agreement. Councilman McGrath asked to be provided with a copy of the answers to the questions that the district had submitted.

Cam-Plex Funding Request

Cam-Plex General Manager Foster explained that unexpected repairs are needed for their 2008 John Deere Tractor and that this tractor is used significantly by the Cam-Plex. The transmission repairs will cost approximately \$24,000 and, therefore, he is requesting \$9,000 from the City and \$9,000 from the County. The Cam-Plex will use \$5,000 from their General Equipment Repairs budget line item. Mayor Opseth questioned how it was determined that this would be a capital expense and not a maintenance expense. Mr. Foster replied that after discussions with the City and County, they felt that it would fit best under this description. Mayor Opseth then asked Finance Director Pitlick his opinion of where this request should fall. Mr. Pitlick replied that, typically, this should fall under a maintenance request. Councilwoman Carter-King asked if this is the same piece of equipment that the Cam-Plex had previously requested to replace. Mr. Foster stated that it is not. Councilman McGrath stated that he feels \$24,000 is an exuberant amount of money for the replacement of a transmission. Operations Manager Rook explained that it is an Infinitely Variable Transmission, which is a very high tech transmission. According to John Deere, the transmission cannot be rebuilt, it has to be replaced. City Administrator Napier asked if the investment is made for the tractor's transmission, how far would that extend the request for a new tractor in the Cam-Plex's equipment rotation. Operations Manager Rook replied that it would extend the request past 2020. After further discussion, Mayor Opseth asked if staff is seeking an immediate decision. City Administrator Napier reported that staff is not seeking an immediate decision. If Council would like to deliberate further with the County to determine what is more equitable, that is an option. There is however, a budget amendment scheduled in the next few weeks. If there is budgetary direction pursuant to the amendment, it would be helpful for staff to get that direction. After further discussion, City

Administrator Napier asked if it would be helpful for staff to submit options to Council. Mayor Opseth confirmed that it would be helpful.

Cam-Plex Request for City Performance Stage Use

General Manager Foster reported that the Cam-Plex is hosting a PGI event next year and in preparation for this event, the Cam-Plex is doing a community festival that will include daily live entertainment to engage the community. The Cam-Plex is requesting to use the City's performance stage for the festival. After discussion, it was the consensus of the Council to allow the Cam-Plex to use the performance stage.

City Hall 1st Floor Remodel Update/Phasing

Administrative Services Director Boger gave an update of the phasing process for the 1st Floor Remodel. Ms. Boger informed the Council that staff would like to close a portion of Carey Avenue during the first phase of the remodel. City Administrator Napier elaborated on the request to close a portion of Carey Avenue. He feels that by closing a portion of Carey Avenue it would ensure employee safety while utilizing the mobile office trailers that will be parked on Carey Avenue.

Review July 15th Agenda Items

The group discussed the agenda items for the upcoming September 16th meeting. Discussion of agenda Item 19 took place for the consideration of a lease with the Gillette Girls' Fastpitch Association, Inc. After some discussion in regard to the lease agreement, Councilman Kuntz asked if there is a lease agreement with both the Gillette Little League and the Girls' Fastpitch Association, who will determine the use of the fields. City Attorney Anderson stated that these are separate leases. Gillette Little League leases the fields at Dalbey Park. This lease will be for the fields at the Softball/Baseball Complex. If the lease is approved, the Girls' Fastpitch Association will be required to allow the Gillette Little League use of the fields when they are not using them. After further discussion, Mayor Opseth asked if the lease could be changed if problems arose. City Attorney Anderson stated that the lease has a termination feature where the lease can be terminated on notice if problems arise.

Adjournment

There being no further business to come before the Council, the meeting was adjourned at 7:20 p.m.

John Opseth, Mayor

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk

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